

**MINUTES OF THE FINANCE & POLICY COMMITTEE MEETING HELD ON 7<sup>th</sup> JULY 2020 VIA ZOOM AT 7.30PM.**

**PRESENT:** Cllrs. R.Lewin (Chair), Hill, Josephson, T Lewin, McNally, Moore & Wogan

**APOLOGIES:** Cllrs. Davies & Williams

**NOT PRESENT:**

**IN ATTENDANCE:** The Clerk and Asst. Clerk. Mr Alistair Bailey, Mr John Gallagher, Ms Georgia Taylor, District Cllr. Patterson-Vanegas

**151/20 PUBLIC QUESTIONS**

Mr Alistair Bailey spoke about the old Venu building – discussions were taking place regarding the lease but in the meantime, he asked if it would be possible to rent the space on a weekly basis. He was asked to speak to the Clerk as it fell within the Council's standard hiring policy.

Dist. Cllr. Patterson-Vanegas, John Gallagher and Georgia Taylor gave a presentation about restoring business confidence and activity in the village. This included having tables and chairs on a section of the village green, temporary road closures and possible traffic calming measures.

Cllr. R Lewin proposed that Item 14 on the agenda (To consider a request re the Council's open spaces) be discussed at this point in the meeting. This was seconded by Cllr. McNally and AGREED.

There was much discussion on this subject. It was agreed that any proposals regarding open spaces would not include the War Memorial Green. Standing Orders were suspended to allow Councillors to ask questions.

Standing Orders were reinstated.

**152/20 APOLOGIES FOR ABSENCE**

Apologies were given and accepted from Cllr. Davies due to technical difficulties & Cllr. Williams due to work.

**153/20 TO DECLARE ANY INTERESTS OR REQUEST DISPENSATION PERTAINING TO THE ITEMS BELOW**

Name	Min. No.	Category of Interest	Reason
Cllr. Hill		Personal	Chairman of Village Hall Management Committee
Cllr, Josephson		Personal	Trustee of Village Hall Management Committee & village business owner

**154/20 MINUTES OF THE MEETINGS HELD ON 14<sup>TH</sup> JANUARY & 18<sup>TH</sup> FEBRUARY 2020**

The minutes of the meetings held on 14<sup>th</sup> October & 18<sup>th</sup> February 2020 were proposed for acceptance by Cllr. Hill, seconded by Cllr. T Lewin and signed as a true record.

No objections were made to deletion of the digital transcripts of the above meetings.

**155/20 CLARIFICATION OF (NON-CONFIDENTIAL) ACTIONS FROM LAST MEETING**

None

**156/20 CHAIRMANS COMMENTS**

Cllr. R Lewin commented that he was happy that Council business had continued very well during the lockdown.

There was discussion regarding the financial situation resulting from the pandemic.

Cllr. R Lewin proposed that there be an informal meeting of Committee Chairs and Vice-chairs followed by a meeting of all Councillors to discuss these issues. This was seconded by Cllr. McNally and AGREED.

## **157/20 CLERKS REPORT ON MATTERS NOT REQUIRING A DECISION**

Because of the crisis, there was little to report. Financial matters were mentioned elsewhere in the meeting. Lease issues were unchanged from the previous meeting. Most staff are now back at their usual duties. The full financial impact of the crisis is not yet apparent.

### **158/20 FINANCIAL REPORT to month 3.**

This had been circulated in advance and was NOTED.

### **159/20 LIST OF PAYMENTS**

The List of Payments had been circulated in advance and was **APPROVED**.

Unity Trust from 4 <sup>th</sup> Jan 2020 to 31 <sup>st</sup> March 2020	£ 123,743.75
Unity Trust from 1 <sup>st</sup> April to 30 <sup>th</sup> June 2020	£ 112,123.47
HSBC from 7 <sup>th</sup> Jan 2020 to 31 <sup>st</sup> March 2020	£ 727.83
HSBC from 1 <sup>st</sup> April to 30 <sup>th</sup> June 2020	£ 13.00
Pockit Card – David O'Driscoll 1 <sup>st</sup> Jan – 31 <sup>st</sup> March 2020	£ 554.61
Pockit Card – David O'Driscoll 1 <sup>st</sup> April – 30 <sup>th</sup> June 2020	£ 427.88
Pockit Card – Carolyn Coomber 1 <sup>st</sup> Jan -31 <sup>st</sup> March 2020	£ 508.18
Pockit Card – Carolyn Coomber 1 <sup>st</sup> April – 30 <sup>th</sup> June 2020	£ 593.76
Pockit Card – Gages 1 <sup>st</sup> Jan – 31 <sup>st</sup> March 2020	£ 3,023.09
Pockit Card – Gages 1 <sup>st</sup> April – 30 <sup>th</sup> June 2020	£ 1,465.82
Pockit Card – Youth 1 <sup>st</sup> Jan– 31 <sup>st</sup> March 2020	£ 1,079.86
Pockit Card – Youth 1 <sup>st</sup> April – 30 <sup>th</sup> June 2020	£ 1.98
<b>TOTAL</b>	<b>£ 244,263.23</b>

### **160/20 BANK RECONCILIATION & COUNCIL INVESTMENTS**

The bank reconciliation and Council investments as at 30<sup>th</sup> June 2020 had been previously circulated and was **NOTED**.

### **161/20 TO RESOLVE ON THE IMPLEMENTATION OF THE 2020 SALARY INCREASES**

Cllr. Josephson proposed that the staff salary increases be implemented from 1<sup>st</sup> July 2020. This was seconded by Cllr. Hill and **AGREED**

### **162/20 TO CONSIDER & RESOLVE ON THE COUNCIL'S CORE INSURANCES**

Cllr. McNally proposed that the Council accept the quote from Hiscox for a 1-year policy as recommended from a choice of 3 by the brokers. This was seconded by Cllr. Hill.

Cllr. R Lewin counter-proposed that the quote from Zurich Insurance be accepted. This was seconded by Cllr. Josephson and voted on.

2 for, 3 against and 1 abstention.

The proposal from Cllr. McNally was voted on.

4 for and 2 against.

**AGREED**

### **163/20 TO CONSIDER A REQUEST FROM FOREST ROW PRE-SCHOOL**

Cllr. R Lewin proposed that the Pre-School receive a 3-month rent reprieve. This was seconded by Cllr. McNally and **AGREED**.

### **164/20 TO CONSIDER A REQUEST RE THE COUNCIL'S OPEN SPACES**

Cllr. R Lewin proposed that: the Council would engage fully and use its reasonable endeavours to contribute the things it has control over, taking into account HMG, law, Guidance and insurance conditions, and conditional on clear wide support from businesses and affected residents.

This was seconded by Cllr. Moore and **AGREED** with 1 against and 1 abstention

### **165/20 TO CONSIDER & RESOLVE ON THE COUNCIL'S HSBC ACCOUNT**

Cllr. Hill proposed that the HSBC account be closed, and the remaining balance be transferred to the Council's Unity Trust account. This was seconded by Cllr. Josephson and **AGREED**.

**166/20 TO CONSIDER A GRANT APPLICATION**

An application for a grant had been received from St Catherine's Hospice Hall for £750. Cllr. Josephson proposed that a grant be given of £ 500. This was seconded by Cllr. McNally and AGREED.

**167/20 CORRESPONDENCE**

None

**168/20 TO NOTE ITEMS TO BE REFERRED TO COMMITTEE OR FULL COUNCIL**

None

The meeting closed at 9.15pm.

SIGNED:..... DATE.....

(Chairman)